

Town of West Terre Haute

- I. **Pledge of Allegiance:** Led by Shane Smith, Town Council President.
- II. **Call to Order:**
 - a. Town Council President, Shane Smith, called to order the Regular Meeting of the Town of West Terre Haute at 6:00 pm on Monday March 10, 2025. The meeting took place at the Town Hall located at 500 W. National Ave. in West Terre Haute Indiana.
- III. **Roll Call:**
 - a. The West Terre Haute Town Council conducted a Roll Call. Those that were in attendance were; Town Council President Shane Smith, Town Council Vice President Jody Roach, Town Council Member Chuck Stranahan, Clerk-Treasurer Kevin Beaver, and attorney Jared Modesitt.
 - b. There was also Shawn Kleinpeter with Kleinpeter Financing to talk about the water rate increase we are preparing for and Eric Smith with HWC Engineering to talk about potential wastewater opportunities if the town wishes to expand the number of Wastewater customers onto Ferguson Hill and Whitcomb Heights.
- IV. **Approval of Minutes:**
 - a. The Council received the Meeting Minutes from the previous meeting that took place on February 10, 2025, as well as a Special Meeting that took place on Tuesday March 04, 2025. Shane Smith made a motion to accept the Meeting Minutes. Jody Roach seconded the motion with the exception that they will be signed by Kevin Beaver. Deputy-Clerk Treasurer Kaylynn Piche prepared the minutes and was under the impression that her name would go on them as well. 3 Ayes.
- V. **Financial Report:**
 - a. The Financial Report was provided by Clerk-Treasurer Kevin Beaver. The Town account has a total of \$476,317.41.
- VI. **Approval to Pay Vouchers:**
 - a. The Council received a copy of the vouchers for the month of February. Jody Roach was questioning a check that was written to Bank of New York Mellon in the amount of \$8x,xxx.xx. Kaylynn explained that this was a check that was written for the purpose of paying the amount that was owed on the Wastewater SRF Loan. Kaylynn then explained that we have resumed writing the monthly checks that total close to \$10,000.00 to cover these expenses. A large portion goes to cover the payment, while the smaller portion goes to the Depreciation Fund of the SRF Loan. Shane Smith made a motion to pay the vouchers. Jody Roach seconded the motion. 3 Ayes.
- VII. **New Issues:**
 - a. Street Commissioner Salary Amendment
 - i. Shane Smith made a motion to approve Resolution 2025-03-10. This will be implemented to prevent any expenses from coming out of the Motor Vehicle Highway. Stephanie Stephens will now be paid one-third out of Stormwater, one-third out of Water and one-third out of Wastewater. Jody Roach seconded the motion. 3 Ayes.

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VIII. Open Issues: None

IX. Legal Issues:

- a. Jared Modesitt mentioned that he is still looking over and working with the contract that the Town had with Computer Technology Systems.

X. Police Department Report: See Attached Report.

XI. Street Department Report:

- a. Stephanie Stephens stated that she has spent a lot of the month assisting with the Utilities because we have an employee on medical leave, and we are short an additional employee. She mentioned that she will begin patchwork sooner rather than later.

XII. Adjournment:

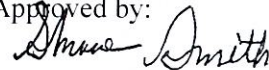
- a. Shane Smith made a motion to adjourn the meeting of the Town of West Terre Haute at 6:12 pm. Jody Roach second the motion. 3 Ayes.

Submitted by:



Kevin Beaver
~~Deputy~~ Clerk Treasurer

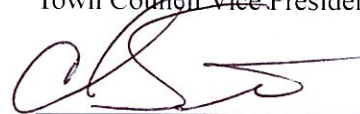
Approved by:



Shane R. Smith
Town Council President



Jody A. Roach
Town Council Vice-President



Charles R. Stranahan II
Town Council Member

Waterworks Meeting

I. Call to Order:

- a. Town Council President, Shane Smith, called to order the Regular Meeting of the West Terre Haute Water Works at 6:13 pm on Monday March 10, 2025. The meeting took place at the Town Hall located at 500 W. National Ave. in West Terre Haute Indiana.

II. Roll Call:

- a. The West Terre Haute Town Council conducted a Roll Call. Those that were in attendance were; Town Council President Shane Smith, Town Council Vice President Jody Roach, Town Council Member Chuck Stranahan, Clerk-Treasurer Kevin Beaver, and attorney Jared Modesitt.
- b. There was also Shawn Kleinpeter with Kleinpeter Financing to talk about the water rate increase we are preparing for and Eric Smith with HWC Engineering to talk about potential wastewater opportunities if the town wishes to expand the number of Wastewater customers onto Ferguson Hill and Whitcomb Heights.

III. Approval of Minutes:

- a. The Council received the Meeting Minutes from the previous meeting that took place on February 10, 2025. Shane Smith made a motion to approve the minutes. Jody Roach seconded the motion with the exception that they will be signed by Kevin Beaver. Deputy-Clerk Treasurer Kaylynn Piche prepared the minutes and was under the impression that her name would go on them as well. 3 Ayes.

IV. Financial Report:

- a. The Financial Report was provided by Clerk-Treasurer Kevin Beaver. The water account has a total of \$249,259.79.

V. Approval to Pay Vouchers:

- a. The Council received a copy of the vouchers for the month of February. Jody Roach was questioning a check that was written to our Water Operator Robert Flesher. On the Voucher it appeared that he had received two checks. Kaylynn explained to her that she is certain one of those checks had been voided, it just did not appear that was on the paperwork. Shane Smith made a motion to pay the vouchers. Jody Roach seconded the motion. 3 Ayes.

VI. New Issues:

- a. Shawn Kleinpeter was present and presented the water rate increase that we are preparing for. He explained to the residents that were present that the increase is something that cannot be avoided and is necessary. He mentioned the Waterworks Bond Anticipation Note that began in 2019 and has not been kept in compliance since then. He also mentioned how our Town has one of the lowest rates compared to all surrounding cities and towns.
- b. Approval of Pay Application 8 for Caldwell Tanks:
 - i. Commonwealth sent Pay Application 8 for the West Terre Haute Clear Creek Welcome Center. Shane made a motion to approve the Pay Application for Caldwell Tanks. The contractor amount totals \$213,712.90 and the retainage amount totals \$6,462.75. Kaylynn will

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prepare the Invoice and send it to Reilly Duffy. Jody Roach seconded the motion. 3 Ayes.

c. Approval of Invoices sent by Commonwealth for the Clear Creek Welcome Center:

- i. The Board was presented with Invoices 61822, 61823 and 62000 from Commonwealth Engineering for services they provided for the West Terre Haute Clear Creek Welcome Center. Shane made a motion to approve and prepare invoices to be sent to the State, then once the State gives us Credit, then we will be able to pay Commonwealth. Jody Roach seconded the motion. 3 Ayes.

d. IOCRA 3 Utility Planning Grant for Water, Wastewater & Stormwater:

- i. Invoice six for \$16,400.00 was presented to the Board. It was explained that this is not something that will be paid for out of pocket by the Town but will be paid for by a Grant once the project has reached 60% of its completion. Shane Smith made a motion to approve and sign Amendment 3 stating that it has increased by \$4,000.00 for Design, Permitting & Bidding Services for the NPDES Permit. Shane Smith made a motion to approve. Jody Roach seconded the motion. 3 Ayes.

VII. Open Issues: None

VIII. Legal Issues: None

IX. Utility Department Report was given by Collin Utley.

X. Adjournment:

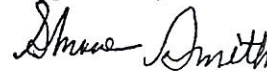
- a. Shane Smith made a motion to adjourn the meeting of the West Terre Haute Waterworks at 6:36 pm. Jody Roach second the motion. 3 Ayes.

Submitted by:

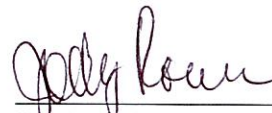


Kevin Beaver
Deputy Clerk Treasurer

Approved by:



Shane R. Smith
Town Council President



Jody A. Roach
Town Council Vice President



Charles R. Stranahan II
Town Council Member

Wastewater Meeting

I. Call to Order:

- a. Town Council President, Shane Smith, called to order the Regular Meeting of the West Terre Haute Wastewater at 6:36 pm on Monday March 10, 2025. The meeting took place at the Town Hall located at 500 W. National Ave. in West Terre Haute Indiana.

II. Roll Call:

- a. The West Terre Haute Town Council conducted a Roll Call. Those that were in attendance were; Town Council President Shane Smith, Town Council Vice President Jody Roach, Town Council Member Chuck Stranahan, Clerk-Treasurer Kevin Beaver, and attorney Jared Modesitt.
- b. There was also Shawn Kleinpeter with Kleinpeter Financing to talk about the water rate increase we are preparing for and Eric Smith with HWC Engineering to talk about potential wastewater opportunities if the town wishes to expand the number of Wastewater customers onto Ferguson Hill and Whitcomb Heights.

III. Approval of Minutes:

- a. The Council received the Meeting Minutes from the previous meeting that took place on February 10, 2025. Shane Smith made a motion to approve the minutes. Jody Roach seconded the motion with the exception that they will be signed by Kevin Beaver. Deputy-Clerk Treasurer Kaylynn Piche prepared the minutes and was under the impression that her name would go on them as well. 3 Ayes.

IV. Financial Report:

- a. The Financial Report was provided by Clerk-Treasurer Kevin Beaver. The wastewater account has a total of \$195,947.40.

V. Approval to Pay Vouchers:

- a. The Council received a copy of the vouchers for the month of February. Shane Smith made a motion to pay the vouchers. Jody Roach seconded the motion. 3 Ayes.

VI. New Issues:

- a. HWC Engineering:
 - i. HWC Engineering was present and presented the possibility of expanding and improving wastewater services. Eventually, the Town would like to offer sewage in the Ferguson Hill and Whitcomb Heights area. He mentioned several sewer options and at what cost.

VII. Open Issues:

- a. Shane Smith made a motion to hire Bailey Parker as the new Utility Laborer. She will report to the office at 8:00 in the morning on Tuesday March 11, 2025. Jody Roach seconded the motion. 3 Ayes.

VIII. Legal Issues: None

IX. Utility Department Report was given by Collin Utley.

X. Adjournment:

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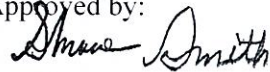
- a. Shane Smith made a motion to adjourn the meeting of the West Terre Haute Wastewater at 6:50 pm. Jody Roach second the motion. 3 Ayes.

Submitted by:

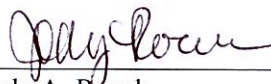


Kevin Beaver
~~Deputy~~ Clerk Treasurer

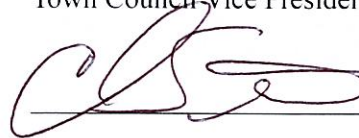
Approved by:



Shane R. Smith
Town Council President



Jody A. Roach
Town Council Vice President



Charles R. Stranahan II
Town Council Member

Stormwater Meeting

I. Call to Order:

- a. Town Council President, Shane Smith, called to order the Regular Meeting of the West Terre Haute Stormwater at 6:50 pm on Monday March 10, 2025. The meeting took place at the Town Hall located at 500 W. National Ave. in West Terre Haute Indiana.

II. Roll Call:

- a. The West Terre Haute Town Council conducted a Roll Call. Those that were in attendance were; Town Council President Shane Smith, Town Council Vice President Jody Roach, Town Council Member Chuck Stranahan, Clerk-Treasurer Kevin Beaver, and attorney Jared Modesitt.
- b. There was also Shawn Kleinpeter with Kleinpeter Financing to talk about the water rate increase we are preparing for and Eric Smith with HWC Engineering to talk about potential wastewater opportunities if the town wishes to expand the number of Wastewater customers onto Ferguson Hill and Whitcomb Heights.

III. Approval of Minutes:

- a. The Council received the Meeting Minutes from the previous meeting that took place on February 10, 2025. Shane Smith made a motion to approve the minutes. Jody Roach seconded the motion with the exception that they will be signed by Kevin Beaver. Deputy-Clerk Treasurer Kaylynn Piche prepared the minutes and was under the impression that her name would go on them as well. 3 Ayes.

IV. Financial Report:

- a. The Financial Report was provided by Clerk-Treasurer Kevin Beaver. The stormwater account has a total of \$35,386.96.

V. Approval to Pay Vouchers:

- a. The Council received a copy of the vouchers for the month of February. Shane Smith made a motion to pay the vouchers. Jody Roach seconded the motion. 3 Ayes.

VI. New Issues: None

VII. Open Issues: None

VIII. Legal Issues: None

IX. Adjournment:

- a. Shane Smith made a motion to adjourn the meeting of the West Terre Haute Stormwater at 6:53 pm. Jody Roach second the motion. 3 Ayes.

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Submitted by:



Kevin Beaver
~~Deputy~~ Clerk Treasurer

Approved by:



Shane R. Smith
Town Council President

Jody A. Roach
Town Council Vice President



Charles R. Stranahan II
Town Council Member